



STATE OF WASHINGTON  
**DEPARTMENT OF LICENSING**  
**GEOLOGIST LICENSING BOARD**  
**MEETING MINUTES**  
***REGULAR BOARD MEETING***

**DATE:** March 24, 2009 – March 25, 2009

**TIME:** March 24, 2009 1 PM  
March 25, 2009 9 AM

**LOCATION:** Department of Licensing  
405 Black Lake Blvd  
2nd Floor, Conference Room 2209  
Olympia, WA 98502

**Present:** Dr. Jeffery Randall (Chair)  
Richard Galster (Secretary)  
William Ernst (Member)  
Dawne Gardiska-Shepard (Public Member)  
William Laprade (Member)  
Dave Norman (Member)  
Gene St. Godard (Member)

**Absent:** None

**Also Present:** Joe Vincent, Jr. (Administrator)  
Lorin Doyle (Deputy Administrator)  
Martha Lantz (Assistant Attorney General)  
Erica Hansen (Administrative Assistant)

**EXECUTIVE SESSION - March 24, 2009 1 PM**

No decisions were made.  
No action was taken.

**OPEN SESSION – March 25, 2009 9:03 AM**

**1. Call to Order**

1.1 Introduction of Visitors

There were no visitors present.

## 1.2 Order of Agenda

Dr. Randall requested that agenda item 11.2, election of new officers be addressed at the end of new business. The board agreed.

The closed session was tabled until Ms. Lantz's arrival.

Mr. Ernst made a MOTION to approve the order of the agenda as amended. Mr. St. Godard SECONDED the MOTION and it passed.

## 1.3 Approval of Minutes, December 9, 2008 meeting

Corrections on pages one and four were noted by the board. Mr. Laprade made a MOTION to approve the minutes as corrected, Mr. Norman SECONDED the MOTION and it passed.

**Staff Assignment: Ms. Hansen will make the noted corrections to the final version of the December 9<sup>th</sup> minutes.**

## 1.4 Review of Action items

The board reviewed the action items.

## 1.5 Review Communications

No Business

## 2. Rule Adoptions/Hearings

## 3. Public Presentations

### **CLOSED SESSION 9:52 AM**

#### **4. Complaint / Investigations**

#### **5. Legal Issues and / or Deliberation**

### **OPEN SESSION 10:24 AM**

## 6. Disciplinary & Investigation Items

The following cases were closed with no further action:

2008-04-1101-00GEO

2008-12-1103-00GEO

### **Break 10:28 AM**

## **Reconvene: 10:40 AM**

### **7. Assistant Attorney General's Report**

Ms. Lantz reported on House Bill 1676, which would have changed the open public meetings act. The bill did not move forward this year.

Ms. Lantz reported on staff changes at the Attorney General's Office.

### **8. Committee Reports**

#### **8.1.Exam Committee Report**

##### **8.1.1. Exam development update – hydrogeology and engineering geology**

Mr. Laprade reported on the progress of the engineering geology exam development.

Dr. Randall reported on the progress of the hydrogeology exam development.

**Staff Assignment: Ms. Hansen will send the volunteer subject matter expert spreadsheet to the board.**

**Staff Assignment: Ms. Hansen will send a .PDF copy of the hydrogeology task analysis to Mr. St. Godard.**

#### **8.2.Communications Committee Report**

##### **8.2.1. Newsletter Update**

The deadline for newsletter articles was set for April 10<sup>th</sup>. Mr. Laprade and Dr. Randall volunteered to write an article on exam development. The board discussed republishing articles written for other publications, they agreed that it was acceptable to republish articles with the author's consent.

The board discussed the publication of disciplinary cases. The board agreed in cases where the allegation is unlicensed practice of a specialty by a licensee and the complaint is closed with no action by the board, the name of the licensee will not be published in the newsletter.

The board agreed to add the Joint Task Force letter to the newsletter

**Staff Assignment: Staff will draft an article on exam development for Mr. Laprade and Dr. Randall's review.**

**Staff Assignment: Staff will send newsletter article deadline reminders on Friday the 27<sup>th</sup> and Monday the April 6<sup>th</sup>.**

The board discussed converting to the electronic distribution of the geologist newsletter and agreed that the next journal will be published electronically.

**Staff Assignment: Staff will distribute a postcard to licensees informing them that the newsletter will be published electronically via listserve. The postcard will include directions on how to sign up for listserve.**

## **9. Administrator's Report**

### **9.1. Board Operations**

#### **9.1.1. Administrative Matters/Legislation**

Mr. Vincent reported that the interpretation on I-960 is that fees may be adjusted to support approved changes in statute.

Mr. Vincent reported on the progress of Senate Bill 5698, Soil and Wetlands Scientist legislation.

The board reviewed the bill and discussed the weakness in definition of scope of practice. The board made several recommendations for amendments to the language.

**Staff Assignment: Mr. Vincent will take the board's language change recommendations to the soil and wetlands profession's representative.**

##### **9.1.1.1. Board Travel Worksheets**

Ms. Hansen gave a brief presentation on travel policy and processing.

#### **9.1.2. Financial Report**

Mr. Vincent reported that the geologist fund balance is healthy.

#### **9.1.3. Geologist Program Update**

No report

### **9.2. Business and Professions Division**

No report

### **9.3. Department of Licensing**

No report

### **9.4. Board / Staff Travel**

Mr. Vincent reported that the Governor's directive freezing out-of-state travel is still in effect. This freeze impacts board and staff travel to out-of state geology licensing boards (ASBOG) meetings.

The board discussed attendance at the Association of State Board's of Geology (ASBOG) Council of Examiners (COE) meeting in Seattle April 2-5.

Mr. St. Godard will attend April 2-3

Mr. Galster will attend April 2-5

Mr. Ernst will attend April 4

Mr. Norman will attend April 2-4

**Staff Assignment:** Ms. Hansen will fax the COE designation forms to ASBOG.

#### 9.5. Licensees and Application Statistics

The following reports were included in the board packet:

- Internet renewal statistics
- Active licensees
- Geologist licenses issued

### 10. Old Business

#### 10.1. Department of Ecology's Hydrogeology Symposium

Dr. Randall and Mr. St. Godard will represent the board at the Department of Ecology Hydrogeology Symposium April 28<sup>th</sup> – 30<sup>th</sup>.

**Staff Assignment:** Have a new banner made and gather law books and newsletters for display

#### 10.2. Application review workshop

The board reported at the April 24<sup>th</sup> application review workshop no decisions were made, no action was taken, but future agenda items may appear as a result of the meeting.

#### 10.3. Upcoming board vacancies

Mr. Vincent reported the Department will be looking to fill the upcoming board vacancies.

**Staff Assignment:** Staff will schedule interviews with qualified candidates and make a recommendation to the Director for board member appointments.

### 11. New Business

#### 11.1. American Public Works Association (APWA) 2009 Spring Conference

The board discussed attendance at the APWA 2009 Spring Conference.

**Staff Assignment:** Staff will work with Mr. Norman and Ms. Gardiska-Shepard to coordinate the delivery of the display materials.

**Board Assignment:** Mr. Ernst will contact staff to confirm attendance.

#### 11.2. Hydrogeology/hydrology/wetlands delineation discussion

The board discussed their position on the collection of groundwater level information for the purpose of wetland delineation. They also discussed underground storage tank (UST) site assessment and the collection of data for construction site erosion control.

Staff Assignment: Ms. Doyle will draft a policy that the board will not pursue complaints against unlicensed individuals for the following activities:

- Underground storage tank (UST) site assessment for the sole purpose of determining whether leakage has occurred, if conducted by a certified UST site assessor
- Collection of groundwater level data for the sole purpose of wetland delineation
- Collection of storm water and sediment data and construction site monitoring solely for construction site erosion control, if conducted by a Certified Erosion and Sediment Control Lead (CESCL)

11.3. AEG Joint task force on areas of practice – board response to draft

No new business

11.4. Election of new officers

Dr. Randall nominated Mr. Galster for Board Chair, Mr. Laprade for Vice Chair and Mr. Norman for Secretary. Mr. St. Godard SECONDED the nomination and they were passed.

## **12. Other Business**

12.1. ASBOG COE Participation

The board discussed participation in the upcoming Association of State Boards of Geology (ASBOG) Council of Examinees (COE) meeting in Seattle.

Staff Action Item: Ms. Hansen will fax the attendee's registration forms to ASBOG.

12.2. Action Items from this meeting

The assignments from this meeting will be added to the master action items list.

12.3. Agenda Items for next meeting

The board discussed the location of the Fall Geologist Board meeting.

12.4. Any other business

12.4.1. Current College Curriculum and the ASBOG Examination

Agenda item 12.4.1 was tabled until the next meeting.

**13. Adjourn 3:35 PM**

Submitted by: \_\_\_\_\_  
Joe Vincent Jr., Administrator

Date \_\_\_\_\_

Approved by: \_\_\_\_\_  
Dick Galster, Chair

Date \_\_\_\_\_